



PERSONNEL AND
READINESS

UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

AUG 11 2003



MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Delegation of Authority and Assignment of Responsibility for Exercising
Direct Hire and Special Appointing Authorities

Heads of Department of Defense (DoD) Components with delegated appointing authority are hereby further delegated the authority for exercising recently approved direct hire appointing authorities granted by Office of Personnel Management (OPM) memoranda of June 20 and July 1, 2003 (copies attached). Compliance with OPM regulations, published in the June 13, 2003, *Federal Register* (attached), is required in exercising this authority. This authority may be re-delegated in writing.

In addition, heads of DoD Components with delegated appointing authority are further delegated authority for making Schedule A excepted service, time-limited appointments for non-U.S. citizen employees also authorized by OPM memorandum dated July 1, 2003. This authority expires on June 30, 2004. The Schedule A authority may only be used when there is a severe shortage of candidates with U. S. citizenship. This authority may be re-delegated in writing.

Access to the above mentioned OPM memoranda and Federal Register Notice is available on the Civilian Personnel Management Service, Field Advisory Service website (<http://www.cpms.osd.mil/fas/staffing/directhire.html>).

David S. C. Chu

Attachments:
As stated



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